

## MINUTES

### 1. CALL TO ORDER

Mayor Daggett called the meeting of the Flagstaff City Council held August 26, 2024, to order at 3:02 p.m.

#### NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

*Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that, at this regular meeting, the City Council may vote to go into executive session, which will not be open to the public, for discussion and consultation with the City's attorneys for legal advice on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).*

### 2. ROLL CALL

*NOTE: One or more Councilmembers may be in attendance through other technological means.*

PRESENT:

ABSENT:

MAYOR DAGGETT  
VICE MAYOR ASLAN  
COUNCILMEMBER HARRIS  
COUNCILMEMBER HOUSE  
COUNCILMEMBER MATTHEWS  
COUNCILMEMBER MCCARTHY (arrived at 3:04 p.m.)  
COUNCILMEMBER SWEET

Others present: City Manager Greg Clifton; Deputy City Attorney Kevin Fincel

### 3. PLEDGE OF ALLEGIANCE, MISSION STATEMENT, AND LAND ACKNOWLEDGEMENT

The Council and audience recited the pledge of allegiance, Councilmember Harris read the Mission Statement of the City of Flagstaff, and Councilmember Matthews read the Land Acknowledgement.

#### MISSION STATEMENT

*The mission of the City of Flagstaff is to protect and enhance the quality of life for all.*

#### LAND ACKNOWLEDGEMENT

*The Flagstaff City Council humbly acknowledges the ancestral homelands of this area's Indigenous nations and original stewards. These lands, still inhabited by Native descendants, border mountains sacred to Indigenous peoples. We honor them, their legacies, their traditions, and their continued contributions. We celebrate their past, present, and future generations who will forever know this place as home.*

#### 4. OPEN CALL TO THE PUBLIC

*Open Call to the Public enables the public to address the Council about an item that is not on the prepared agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. Open Call to the Public appears on the agenda twice, at the beginning and at the end. The total time allotted for the first Open Call to the Public is 30 minutes; any additional comments will be held until the second Open Call to the Public.*

*If you wish to address the Council in person at today's meeting, please complete a comment card and submit it to the recording clerk as soon as possible. Your name will be called when it is your turn to speak. You may address the Council up to three times throughout the meeting, including comments made during Open Call to the Public and Public Comment. Please limit your remarks to three minutes per item to allow everyone an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.*

Sustainability Analyst Genevieve Pearthree and Community Investment Director Dave McIntire addressed Council about the upcoming Green Business Boot Camp. They invited local businesses to consider applying for the program.

Sustainability Coordinator Tia Hatton addressed Council and shared that the annual application for the neighborhood sustainability grant had been opened and was accepting applications. All information and forms were available online at [www.flagstaff.az.gov/nsg](http://www.flagstaff.az.gov/nsg)

Kengatta Collen, Executive Director of the Southside Community Association, addressed Council and stated that the Cleo Murdoch Center Park construction had begun and they were hoping to have a grand opening celebration in October. They had also launched the resilience hub which had been successful and focused on embracing the communities' ability to respond to challenges. He also stated that they would be establishing the first community fridge at the Murdoch Center to provide food resources to those in need. Finally they were focused on strengthening their partnership with NAU.

Dr. Emily Davalos addressed Council about an incident that occurred with a Councilmember.

The following individuals addressed Council regarding flooding on Meade Lane:

- Tom Pearson
- Laura Kessler
- Anne Slobodchikoff
- Gail Reed

The following comments were received:

- The Council needed to immediately authorize the work to right-size the storm drains.
- The project must be funded and started immediately.
- Funding should come from the General Fund now and then reimbursed if the grant is awarded in two years.
- The drainage is inadequate.
- The flooding problem has been exacerbated by the mitigation efforts for Pipeline flooding response.
- It was unfair to expect residents to wait any longer.

#### 5. PROCLAMATIONS AND RECOGNITIONS

##### A. Proclamation: SMART Week

Mayor Daggett read and presented the proclamation.

## B. August Work Anniversaries

Senior Deputy City Manager Shannon Anderson provided a PowerPoint presentation that covered the following:

AUGUST EMPLOYEE WORK ANNIVERSARIES  
FIRST YEAR  
FIVE YEAR  
TEN YEAR  
TWENTY YEAR

## 6. COUNCIL LIAISON REPORTS

Councilmember Matthews reported that she attended the Indigenous Code Talkers Celebration and that it was a great event that honored the 400 Code Talkers who were instrumental during WWII.

Councilmember Harris reported that she also attended the Indigenous Code Talkers Celebration and shared that every child in the community should be taught about the contributions of the Code Talkers during WWII.

Vice Mayor Aslan reported that he attended the 18-year celebration for the Jewish Community Center. It was a great event that honored volunteers and donors.

Mayor Daggett noted that there were only three living Navajo Code Talkers remaining and it was special to hear from one of them at the Code Talker event. She also reported that the Commission on Inclusion and Adaptive Living would have a table at the upcoming Disability Resource Fair on October 5, 2024 at the High Country Conference Center.

Councilmember McCarthy reported that he attended the Council sponsored community band concert at Heritage Square, as well as the employee picnic, and Bicycle and Pedestrian Advisory Committee meetings. He also attended the Arizona State Transportation Board meeting to advocate for the Butler Complete Streets project and the Board approved the city's \$2.4 million Smart Fund application. He noted that the \$12 million project was fully funded with state and federal funds.

Councilmember Harris reported that she attended the Commission on Diversity Awareness meeting where they discussed a variety of initiatives they hoped to bring forward. She attended the Arizona Governor's Conference on Tourism and participated in a listening session focused on the new State branding. She also attended the Lumberjack Launch event to welcome new students at NAU.

## 7. APPOINTMENTS

*Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the City Council and to the general public that the City Council may vote to go into executive session, which will not be open to the public, for the purpose of discussing or considering employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body...., pursuant to A.R.S. §38-431.03(A)(1).*

### A. Consideration of Appointments: Commission on Diversity Awareness

**Moved by** Councilmember Lori Matthews, **seconded by** Councilmember Miranda Sweet to appoint Emanuel Hernandez for a term expiring September 2027.

**Vote:** 7 - 0 - Unanimously

**Moved by** Vice Mayor Austin Aslan, **seconded by** Councilmember Lori Matthews to appoint Sandra Darling-Roberts for a term expiring September 2027.

**Vote:** 7 - 0 - Unanimously

**Moved by Councilmember Jim McCarthy, seconded by Councilmember Khara House to appoint Mindy Riesenber**g for a term expiring September 2025.

**Vote:** 7 - 0 - Unanimously

## 8. CONSENT AGENDA

*All matters under Consent Agenda are considered by the City Council to be routine. Unless a member of City Council expresses a desire at the meeting to remove an item from the Consent Agenda for discussion, the Consent Agenda will be enacted by one motion approving the recommendations listed on the agenda. Unless otherwise indicated, expenditures approved by Council are budgeted items.*

Councilmember Harris requested that Item 8D be pulled for discussion and Councilmember McCarthy required that Items 8B and 8C be pulled for discussion.

**Moved by Councilmember Khara House, seconded by Councilmember Miranda Sweet to approve the Consent Agenda as presented with the exception of Items 8B, 8C, and 8D.**

**Vote:** 7 - 0 - Unanimously

### A. Consideration and Approval: FY24-25 Insurance Renewal

Accept the renewal premiums submitted by the Arizona Municipal Risk Retention Pool (AMRRP) for General Liability, E&O, SAM, Property, Auto, Marine, Crime, Cyber, Excess, and Worker's Compensation coverage; Chubb Limited for Airport Liability; Aon Risk Insurance Services West for International Travel; and Industrial Commission of Arizona to fund the Firefighters Presumptive Cancer Claims.

### B. Consideration and Approval of Final Plat: PZ-23-00089-06, Capstone Homes requests final plat approval for Timber Sky - Block 5 located at 3345 W McAllister Ranch Rd, a 101-lot single-family subdivision on 17.84 acres in the MR (Medium-Density Residential) Zone.

Approve the Final Plat and authorize the Mayor to sign the Final Plat and City/Subdivider Agreement when notified by staff that all documents are ready for signature and recordation.

Councilmember McCarthy asked if there was consideration of flooding concerns and adequate drainage infrastructure on both Items B and C. Senior Planner Ben Mejia explained that Stormwater reviews all preliminary and final plats to evaluate any flooding concerns and mitigations.

**Moved by Councilmember Jim McCarthy, seconded by Councilmember Lori Matthews to approve Consent Items 8B and 8C as presented.**

**Vote:** 7 - 0 - Unanimously

### C. Consideration and Approval of Final Plat PZ-23-00089-05, Capstone Homes requests final plat approval for Timber Sky - Block 6 located at 3501 W McAllister Ranch Rd, a 51-lot single-family subdivision on 12.3 acres in the Single-Family Residential (R1) Zone.

Approve the Final Plat and authorize the Mayor to sign the Final Plat and City/Subdivider Agreement when notified by staff that all documents are ready for signature and recordation.

### D. Consideration and Approval of Contract: Cooperative Purchase Contract with Courtesy Chevrolet in the amount of \$168,494.41, for the purchase of two (2) electric Chevrolet Silverado's (1 model 4WT for Engineering and 1 model 3WT for Code Compliance).

Councilmember Harris stated that she would not oppose the purchase of the vehicles but wanted to call out the perception the community had when the city spends \$168,494.41 on two vehicles. She supported the efforts of the Carbon Neutrality Plan but it was important to consider those in the community who may not. She encouraged more education to inform the community when there were items such as these coming forward for Council to consider. Sustainability Director Nicole Antonopoulos along with Facilities and Fleet Section Director Jennifer Brown and Fleet Manager

Nate Naliborski provided a brief overview of the process to get to the point of purchase and how vehicles were selected.

**Moved by Councilmember Deborah Harris, seconded by Councilmember Jim McCarthy** to approve the contract with Courtesy Chevrolet for the purchase of two (2) Chevrolet Silverado electric vehicles in the amount of \$168,494.41. One vehicle for Engineering and one vehicle for Code Compliance and authorize the City Manager to execute the necessary documents.

**Vote:** 7 - 0 - Unanimously

- E. **Ratification of Grant Agreement:** Ratify the Grant Agreement with the Department of Energy for the Energy Efficiency and Conservation Block Grant (EECBG)

Ratify the Grant Agreement with the Department of Energy for the Energy Efficiency and Conservation Block Grant (EECBG) in the amount of \$133,940.

- F. **Consideration and Approval of Contract:** Contract for Professional Services with Cavanaugh & Assoc., PA in the amount of \$181,333 for a Nonrevenue Water Auditing Program.

1. Approve the Contract for Professional Services with Cavanaugh & Associates, PA in the amount of \$181,333 for the City's Nonrevenue Water Auditing Program; and
2. Authorize the City Manager to execute the necessary documents.

- G. **Consideration and Approval of Ratification:** Letters of Support for Wildlife Overpass Crossing

Retroactively approve the letters of support.

- H. **Consideration and Approval of Contract:** Third Amendment to the Construction Manager at Risk (CMAR) Construction Services Agreement with Eagle Mountain Construction, Inc. to add Phase 2 - GMP 2 (Wedge Utilities) to the Spruce Wash Flood Mitigation Suite of Projects.

1. Approve the Third Amendment to the CMAR Construction Services Agreement with Eagle Mountain Construction, Inc. to add GMP 2 - Phase 2 to the Spruce Wash Flood Mitigation Suite of Projects which will add Phase 2 - GMP 2 to the Guaranteed Maximum Price (GMP) in the amount of \$310,116.40 for a new contract total of \$13,838,023.46; and
2. Authorize the City Manager to execute the necessary documents.

- I. **Consideration and Approval of Contract Addendum:** Third Addendum to the Lease of the Hopi Building at Heritage Square for Office Space

Approve Third Addendum, to provide office space for City staff (ParkFlag and the Beautification, Arts and Sciences Program).

## 9. **DISCUSSION ITEMS**

- A. **Discussion on proposed amendment to the Professional Services Contract between the City and Terros Health for the operation of the Community Alliance, Response & Engagement (CARE) Unit**

Fire Chief Mark Gaillard, Fire Captain Seth Gregar and Terros Director of Northern Arizona Crisis Services Bryan Gest who provided a PowerPoint presentation that covered the following:

AMENDING THE TERROS CONTRACT  
CARE UNIT DATA  
PATH TO SUCCESS  
CONTINUOUS IMPROVEMENTS  
PROPOSED AMENDMENT TO THE CONTRACT  
OPPORTUNITIES LEVERAGED THROUGH THE PROPOSED AMENDMENT

**SUMMARY**

Council discussed the benefits of the CARE Unit and the success that it had brought thus far. They indicated their support for the staff recommended action to transition the staffing of the Unit away from the Fire Department and toward Terros covering the staffing needs. They expressed appreciation for the discussion and looked forward to future updates.

**10. OPEN CALL TO THE PUBLIC**

None

**11. INFORMATIONAL ITEMS TO/FROM MAYOR, COUNCIL, AND STAFF, AND FUTURE AGENDA ITEM REQUESTS**

Councilmember House shared that many Councilmembers would be attending the Arizona League of Cities and Towns Annual Conference in Phoenix. She requested a FAIR item to discuss any efforts to institutionalize the El Pueblo Motel as a landmark for its connection to the Code Talkers.

Councilmember McCarthy displayed a photo and reported that his son-in-law was the designer of the war memorial in Wheeler Park. He was very proud of that involvement and wanted to call attention to that and highlight the connection.

Councilmember Harris reported that she would be attending the Sipping with the Symphony event that weekend and encouraged others to attend.

Councilmember Matthews reported that she attended her first session with the Flinn Brown Foundation the prior week.

Mayor Daggett reported that she hosted several summer camps including FACTS Camp Iwannago. They came to tour City Hall which was always a fun experience. She reminded the public about the many programs available over the summer and through the year such as the Boys and Girls Club and Big Brothers, Big Sisters. She stated that she was pleased and excited to see Vice Mayor Aslan and Councilmember Matthew attend their first Flinn Brown session day. She offered that the Flagstaff Festival of Science would kick off on September 20, 2024. She congratulated the FUSD Foundation on a successful supply drive and announced that Tynkertopia just celebrated their sixth anniversary.

Mr. Clifton reported that staff had been discussing the issues on Meade Lane and that the Council could expect a presentation from staff in the near future.

Mayor Daggett asked about the possibility of Council receiving a document that included highlights from each Division. Mr. Clifton stated that he would look into what might be provided.

**12. ADJOURNMENT**

The Regular Meeting of the Flagstaff City Council held August 26, 2024, adjourned at 4:32 p.m.

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MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

### CERTIFICATION

I, STACY SALTZBURG, do hereby certify that I am the City Clerk of the City of Flagstaff, County of Coconino, State of Arizona, and that the above Minutes are a true and correct summary of the Meeting of the Council of the City of Flagstaff held on August 26, 2024. I further certify that the Meeting was duly called and held and that a quorum was present.

DATED this 1st day of October, 2024

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CITY CLERK